

OFFICE OF
Town of New Glarus
PLAN COMMISSION MEETING
THURSDAY, JULY 28, 2016
MINUTES

ATTENDING: Chris Narveson, John Ott, Robert Elkins, Dean Streiff, John Freitag, Craig Gallhouse, and Maegan Roesslein – Deputy Clerk

ABSENT: Reginald Reis

ALSO ATTENDING: Margaret Howden, Al Lienhardt, Steven Marty, Mike Marty, Mike Fenley, Troy Maggied, and Savannah Ernzen

- 1) Call Meeting to Order
 - a. C. Narveson called the meeting to order at 7:00pm.
- 2) Review Proof of Posting
 - a. M. Roesslein attested to proper posting.
- 3) Approve Minutes from June 22, 2016
 - a. J. Ott stated we need to amend the wording of “Brewery Property” to “Peter Herdeg’s Property.”
 - i. J. Freitag moved to approve the June 22, 2016 minutes as amended. J. Ott 2nd. Motion carried.
- 4) Public Comments
 - a. J. Ott mentioned that we need to clarify the ETZ area.
- 5) Discuss Howden Property
 - a. Al Lienhart asked if the building envelopes need to be two acres in size and if they can be smaller than two acres. J. Ott stated that the building envelopes do need to be two acres in size. Al Lienhart also asked if the building envelopes need to touch. C. Narveson stated that they need to be contiguous. Al Lienhart asked if utility easements need to be shown on the final CSM and C. Narveson answered with yes. Al Lienhart asked if the extra five acres need to be on the CSM. J. Ott stated the five acres need to be identified as open space. Al Lienhart asked if they could get this approved contingent on doing these items, or if they would need to come back to the Planning Commission again before going to a Town Board meeting. C. Narveson stated that they can go forward to the Town Board as long as everything we have spoken about is on the final CSM.
 - i. J. Freitag moved to approve the plan contingent on the following items being recorded on the CSM: open space, utility easement, and building envelopes. The lots also need to be contiguous, there needs to be an access easement, and the plan needs to conform to the Town of New Glarus’ Ordinances. J. Ott 2nd. Motion carried.

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6) Discuss Marty Property

- a. Mike Marty stated his parents would like to keep the wooded property for enjoyment and sell the house with a few acres.
 - i. J. Ott moved to approve the plan as presented. R. Elkins 2nd. Motion carried.

7) Discuss Comprehensive Plan Update

- a. Troy Maggied stated the minimum that needs to be done is the data being updated. He mentioned there is a new and easier way of presenting information to the public which is shown in easy booklets. All other information is put in a separate reference document. D. Streiff asked if Troy Maggied and Savannah Ernzen can/have to be at our meetings when we work on our Comprehensive Plan. Troy Maggied stated they can be contacted if we would like them to attend. J. Freitag asked how often Comprehensive Plans need to be updated. Troy Maggied stated they need to be updated every ten years. C. Narveson asked if there is a cost for them coming to our meetings. Troy stated it depends on the scope of what we would like. The cost for a Township is generally less than \$30,000. C. Narveson mentioned we will sit down in October and begin looking at our Comprehensive plan and that we will get a hold of Troy Maggied and Savannah Ernzen if we would like assistance.

8) Discuss Buildable Lot Exchange

- a. C. Narveson asked Mike Fenley about what his process is to determine if a site is buildable or not. Mike Fenley stated he is used to John Wright and Susan figuring if the site is buildable or not. He also stated that he has them contact Green County Zoning. J. Ott asked how open space is recorded. Mike Fenley stated open space should be recorded on CSM's. The only building permit he will issue without research is if it is in a subdivision that already has been builded in.

9) Discuss Sheds with Living Quarters

- a. Mike Fenley stated he believes Peter Herdeg would like to build a house. Mike Fenley does not think a house being built on this property will be an issue.

10) Discuss Sign Ordinance

- a. No action taken. Without objection, the discussion will be moved to the next meeting.

11) Discuss Crawford Property

- a. No action taken. Without objection, the discussion will be moved to the next meeting.

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12) Discuss Next Meeting Date and Agenda

- a. Next Meeting Date: Thursday, August 25, 2016 at 7:00pm.
- b. Agenda Items:
 - i. Building Envelope in Ordinance
 - ii. Bug Tussel
 - iii. ETZ Boundary
 - iv. Crawford Property
 - v. Sign Ordinance

13) Adjourn

- a. J. Freitag moved to adjourn at 9:55pm. J. Ott 2nd. Motion carried.